

## Deadlines for Submission of Written Statements or Other Material

**Meeting Dates: February 9 and/or 10, 2022  
(Applications due December 16, 2021)**

<b>Date Due</b>	<b>Type of submittal</b>
Wednesday, January 5, 2022	Applicant's reply to staff questions
Wednesday, January 19, 2022	Affected Party Letters **
Wednesday, February 2, 2022	Applicant's final written submittal Presentation materials –from all parties

**All written submittals are due by 4:00 pm on the date specified.**

**\*\*Any written statement from an affected party, regardless of who submits the statement, must meet this deadline to be considered. If the applicant submits letters from affected parties, these must be submitted by this date. Please note that all information contained in an affected party letter is considered public record, available for public inspection, copying, and disclosure under Iowa Open Records Law - Iowa Code Chapter 22.**

**Applicants and affected persons shall submit seven copies of all written materials. (IAC 641—202.6(2))**

Written submissions received by the department after the deadlines established in this notice shall not be considered by the department or the council.

Letters of support or opposition may be included in a PowerPoint (or poster board or similar medium), in whole or in part, **only** if (1) the letter was submitted by the deadline established by the Department, or (2) the author of the letter is present at hearing and will offer oral testimony regarding the letter.

The applicant, affected persons, or their designated representatives shall be given the opportunity to make oral presentations to the council. Other interested persons may be given the opportunity to make oral presentations to the council. (IAC 641—202.6(3))

Oral testimony that simply duplicates material received in writing will not be heard. The applicant and affected persons shall present only one witness for each issue raised unless permission is requested and granted by the chairperson. (IAC 641—202.6(4))

All questions to an applicant or affected person presenting oral testimony shall be directed from the council or council staff unless permission is requested and granted by the chairperson. Persons making oral presentations to the council are not expected to be placed under oath. (IAC 641—202.6(5))